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MINUTES  
OF THE 14 MARCH 1983  
MEETING OF THE FINE ARTS COMMISSION

1. The meeting was called to order at 1100 hours in Room 7D32, Headquarters. Present were:

Members:

irman

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Consultant:

Representatives:

Visitors:

2. The minutes of the 14 February meeting were approved as submitted.

3. Committee Reports

a. Exhibits

(1) April - The Marc Mellon Exhibit - [redacted]

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[redacted] advised the Exhibits Committee had met several times to discuss publicity and posters for this exhibit. [redacted] has been designing these posters and they are at the printers right now. Also, because Artransport will not be able to pick up the items we have borrowed until 3 May, we are letting the exhibit run until then.

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(2) May - The East Asia Exhibit will run from 5 May until approximately 3 June. [ ] was present at the meeting. He advised that he had drafted two forms in connection with this exhibit: (1) an Employee Bulletin and (2) an Exhibit Registration Form. The Employee Bulletin advises that Asian/Pacific American Heritage Week will be observed 7 through 14 May 1983 and Agency employees are invited to share in this observance through the display of Asian/Pacific artifacts; it also suggested items suitable for the exhibit. [ ] advised it would be desirable to find out ahead of time what people are likely to exhibit so we can plan the layout. [ ] preliminary inquiries indicated to him we may have some Japanese kimonos and a fan collection, among other things. [ ] suggested [ ] that it would be advisable to reserve the large room (Room 1D35) off the Exhibit Hall to have a place where persons could deliver the items they wished to display. Also, it was important to have exhibitors acknowledge recovery of their items, perhaps in some form of receipt, etc; the more valuable the item, the more important it is to have control.

(3) June - [ ] Photos from 1920's in China. [ ] met recently to select the photographs to be used in this exhibit.

(4) July - Still open. [ ] advised she had checked with the Smithsonian to see why we cannot rent exhibits from them. There is no statute saying we cannot. She spoke to an official there who sent her their latest catalog of exhibits available and she saw several that would be appropriate. [ ] raised the question of what kind of lead time we would need when renting from them. Would it be realistic in March to expect to get something booked for July? It was noted it would probably depend on the exhibit, i.e., how much in demand it might be. It was agreed that we should consider renting one of the Smithsonian exhibits.

(5) August - Artists for Victory. Confirmation has been received from the Library of Congress to lease this exhibit from 1 August to 11 September.

(6) September - Hispanic Month.

(7) October - Still open.

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b. Exterior

[ ] spoke on the general condition of the grounds. Several things had come to his attention recently and in discussing them with [ ] it was agreed this might be an appropriate time to call them to the attention of the new building manager. [ ] will send a memo to the building manager pointing out the following: (1) quite a few broken curbs, with no evidence of anything being done to correct them; (2) areas where it appears several inches of top soil and grass were removed along with the snow removing operations. [ ] also brought up the subject of the pipeline project, about to get underway in the near future, which involves the installation of a pipeline from the power plant along the north road, terminating at the North Loading Dock. He has been in touch with Headquarters Engineering Branch concerning this.

Another item which he called to the attention of the Commission concerned the Motor Pool's plan to install a diesel fuel pump out back of the Motor Pool. It was suggested it might be better to install this diesel pump in the gas pump island, having all the pumps together, rather than having the diesel pump installed behind the Motor Pool. In this connection, it was noted that the paving at the gas pump island is in need of repair. This is asphalt paving; normally in most gas stations this area is paved with concrete rather than asphalt. It was agreed this might be a good time to try to have this area repaved with concrete, the major stumbling block to this being the expense. According to [ ] [ ] OL welcomed [ ] suggestion.

4. Old Business

a. Restoration of Chinese Screen for Library

[ ] advised that the restoration of the Chinese screen for the Library had finally been completed to the point where we could hang it. Originally, the plan called for replacing the old silk border of the screen with a new one; however, this was not possible because the paper underneath the silk was so dried out that the silk would not adhere to it. They ended up using a vinyl tape which [ ] advised looks quite nice. The scroll is now hanging in the Library and they are pleased with it.

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b. DCI Portrait [ ] advised the Commission that we had gotten a note back from the DCI in response to our memo suggesting four possible artists for the DCI portrait. The DCI chose Everett Kinstler. The sittings will probably take place in New York and will get underway sometime in May. It will be a 3/4 portrait, approximately 30 x 40, entirely in oil. We will be responsible for varnishing it one year later.

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c. Suggestion Awards Committee Bulletin Board  
[ ] introduced [ ] who had come to show the Commission the proposed plan developed for the Suggestion Awards Committee Bulletin Board. This board, as planned, would be slightly taller than the Public Affairs Bulletin Board and would have box lighting installed rather than lights on protruding arms. It would not be a problem, however, to have a similar lighting enclosure designed for the existing bulletin board. The colors suggested for this new board were oyster and denim blue; the present board is oyster and russet. It was agreed that we propose to Public Affairs that we undertake to install box lighting in their bulletin board, once we have price quotations from vendors.

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## 5. New Business

a. Secretaries' Week Display, April 25-29 [ ] advised he had received a call from [ ], chairperson of the Secretarial MAG. She is interested in setting up a display in observance of Secretaries' Week, April 25-29. This display would consist of a mock-up of office equipment and would feature WANG Processing equipment. It was decided that this display would be set up in the A Corridor as we will have the Marc Mellon exhibit in the Exhibit Hall during this period.

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b. Performing Arts [ ] introduced [ ] OSWR, who spoke to the members concerning the possibility of having a ballet group perform in the Auditorium. The Young Dancers is the apprentice ensemble from the Washington School of Ballet and they are interested in performing at Headquarters. The Ballet Master has looked at the floor of the auditorium and it is not suitable. To remedy this situation, a portable floor would be brought in and put on top of the stage floor. The arrangements for the floor would be handled by the School with minimal involvement by Logistics. The School would consider waiving their \$250 fee. [ ] stated that the basic question is one of precedent; once we have invited a group of this kind, other interest will be kindled. Also, there is the question of security. Any proposal of this kind would be subject to

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25X1 policy review and would have to be presented to the DDA. [ ]  
[ ] asked the members for their thoughts on this matter  
and whether we would want to take on this kind of expansion  
in our program. It was the general consensus that it would  
be logical for the FAC to be involved in the performing arts  
as well as the visual arts. It was decided that [ ]  
will present this matter to Mr. Fitzwater to see what kind of  
reaction we get. 25X1

25X1 c. Revision of [ ] passed out copies  
25X1 of [ ] (Fine Arts Commission). He asked the members to  
review these and send their comments to him by cob Friday 18  
March so he could get a final proposal prepared and  
forwarded.

d. Sign for Map Library The Map Library had recently  
verbally requested they be furnished a sign they could so  
place to point out their location. [ ] has asked  
them to submit a formal memorandum through their front office  
to the Commission on this. 25X1

e. Relationship Between Work Environment Committee  
and Annexes Committee

25X1 [ ] advised that he and [ ] had been  
looking at the charter of these two committees to see if  
there are sufficient similarities to consider their  
amalgamation. [ ] has indicated he would consider  
the chairmanship of the new committee. [ ] asked the  
25X1 members for their reaction to the idea of merging the  
functions of these committees. It was noted that volume of  
work would not be an issue. There has been a paucity of  
activity in the Work Environment Committee. The Annex  
Committee has just completed a large survey of all the  
buildings. It was the consensus that it would make sense at  
this time to merge them; if necessary, at a later date they  
could be split into separate committees again. 25X1

f. Lowered Ceiling in GE Corridor [ ] noted  
that GSA is proceeding with plans to lower the ceiling of the  
GE corridor to 8 feet. He noted that in a memo to the Chief,  
Headquarters Engineering Branch, dated 26 August 1981, he had  
expressed the concern of the FAC concerning this matter.  
After discussion, it was agreed that he would send a memo to  
the Director of Logistics urging him to ensure that this  
change does the minimum possible damage to the appearance of  
the northeast entrance. 25X1

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g. [ ] introduced [ ] who has expressed an interest in the FAC.

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6. The next meeting of the FAC will be held on Monday, 11 April, at 1100 in Room 7D32.

7. The meeting was adjourned at 12:20 hours.

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